

# **Announcement of Employment Opportunities Position Openings**

## **2022 Summer Camp and Part Time Positions**

### **Newmarket Recreation Department – Newmarket, NH**

Camp Wanna Iguana is now accepting job applications for a variety of positions for its fun, high energy outdoor summer day camp! If you love working with children and enjoy being outside in the summer, then this is the perfect job for you! Applications (*resumes/references optional*) must be in by **March 25th**. Any applications or resumes received after that may still be taken into consideration if we have not found the right candidate for a particular position.

**SUBMISSION** – Please email your application and resumes to [recdesk@newmarketnh.gov](mailto:recdesk@newmarketnh.gov). If you have any questions, please call at 603.659.8581.

Interested applicants please return all applications by **Friday, March 25<sup>th</sup>**

**Summer Camp Assistant Director:** *Hours vary M-F (40hrs/wk for 7+ weeks)*

College age or graduate preferred. Interested individuals should have the following qualifications: self-motivated, enthusiastic, enjoy working with children between 1<sup>st</sup>-9<sup>th</sup> grade, strong organizational and communication skills, ability to work well with peers and ability to supervise others while providing a safe and enjoyable environment for all. Responsibilities will include supervising camp counselors, assist the Summer Camp Director in coordinating and running other programs, activities and field trips (athletics, arts & crafts, supervise field trips, etc.)

**Summer Camp Coordinators:** *Hours vary M-F (40hrs/wk for 7+ weeks)*

College age or graduate preferred. Interested individuals should have the following qualifications: self-motivated, enthusiastic, enjoy working with children between 1<sup>st</sup>-9<sup>th</sup> grade, strong organizational and communication skills, ability to work well with peers and ability to supervise others while providing a safe and enjoyable environment for all. Responsibilities will include supervising camp counselors, assist the Summer Camp Director in organizing and running other programs, activities and field trips (athletics, arts & crafts, supervise field trips, etc.).

**Summer Camp Teen Coordinator:** *Hours vary M-F (40hrs/wk for 7+ weeks)*

College age or graduate preferred. Interested individuals should have the following qualifications: self-motivated, enthusiastic, enjoying working with teens, strong communication skills, ability to work well with peers and ability to train and supervise counselors (potential to be a counselor as well) and an overall desire to implement and run adventure base programs for our teenage campers. Applicants must also have the ability to work independently (while under the Summer Camp Director's supervision) in organizing, planning, coordinating and implementing the Summer Teen Program.

**Summer Camp Preschool Coordinator:** *Hours vary M-F (25hrs/wk for 7+ weeks)*

We're looking for an enthusiastic, self-motivated individual with creative energy who enjoys working with preschool age children. Responsibilities include planning and implementing your own program, providing a safe and happy environment for the preschoolers in summer camp, promoting weekly activities and supervising Preschool Camp Counselors. Interested candidates should have experience working with children (and playing with them), good organizational and communication skills with the ability to supervise others and an overall outgoing attitude.

**Summer Camp Special Events Coordinator:** *Hours vary M-F (40hrs/wk for 7+ weeks)*

We're looking for a creative, self-motivator who loves to plan and coordinate crazy and fun special events and team games for our camp kids grades 1<sup>st</sup>-9<sup>th</sup>. Applicants should have the following qualifications: organizational skills, experience running sports and creative games, giving direction to younger staff members and enjoy working outdoors with a motivational attitude.

**Summer Camp Friendship Facilitators:** *Hours vary M-F (40hrs/wk for 7+ weeks)*

This position is about fostering a positive and inclusive environment in our summer camp program by helping to build relationships between children of all ages and abilities. We're looking for an enthusiastic person with an open mind and a lot of patience. Great for special needs education/nursing/social workers and/or students.

**Summer Camp Counselors and Teen Counselors:** *Hours vary M-F (40hrs/wk for 7 weeks)*

Counselors must enjoy working with children and co-workers, must be highly motivated & energetic while providing a safe and happy environment for their campers with excellent supervision skills. Previous experience working with children or teens is a plus.

**Summer Camp Front Desk Position:** *Hours vary M-F (40hrs/wk for 9 weeks)*

If you're a real "people person" and love working with kids and adults then you'll love this job. Applicants should have the following qualifications: able to multi-task, organizational skills, computer skills (word, excel), customer service experience, phone skills, love greeting the public and working with kids!

**Summer Camp Junior Counselors:** *Hours vary M-F (40hrs/wk for 7 weeks)*

Junior Counselor positions are Counselor in training positions. Applicants must enjoy working with children and co-workers, must be highly motivated & energetic, responsible while assisting Camp Counselors in providing a safe and happy environment for campers. Must be able to take direction and follow through. Previous camp experience and/or working with children are a plus.

**Summer Camp Aides:** *Hours vary M-F (40hrs/wk for 7 weeks)*

Aides are Junior Counselors in training positions. Applicants must like working with children and co-workers, must be highly motivated & energetic and responsible while assisting Camp Counselors in providing a safe and happy environment for campers. Must be able to take direction and follow through. Aide positions also help with all the summer camp set up and break down of activities. Previous experience in camp and/or experience around children are a plus.

\*Many of these positions vary in pay rate due to the required degrees, certifications or experience but are not limited to these. These position also vary in hours and pay rate and not only during Summer Camp hours.

**TOOLS & EQUIPMENT MAY BE USED (Based on eligibility)**-Computer Terminal, personal computer, copy machine, fax machine, phone, 10-key calculator, vehicles, including a 15 passenger van, and various sport/craft/activity equipment.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the inside & outside duties of this job at the Rec center fields/hill as well as offsite, the employee is frequently required to sit, stand, walk, run, talk/hear, to use hands to handle/feel/operate/ various tools/controls and reach with hands and arms. The employee is occasionally required to stand on ladders, use various pieces of recreation equipment and drive vehicles. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

### **Work Environment**

The work environment characteristics described here are representation of those an employee encounters while performing the essential functions of this job. Work is sometimes performed outdoors, occasionally in inclement weather. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment can be both quiet and moderately loud given the season, the time of day, and/or location (inside/outside) in which performing particular job responsibilities.

### **Selection Guidelines**

Application, rating of education/experience; oral and/or group interview, references; job related tests may be required. These brief job descriptions do not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.